## Iowa Quality Preschool Program Standards Facilities Tour

<b>District:</b>	Verifier's Name:							
Date:	Facility: _	Facility:						
<b>Instructions:</b> Examine all classrooms, bathroccriteria listed on this checklist. For materials a observed. Use the Notes column to record item	nd equipment, place a check in	•	•					
dentify classrooms for checklist:								
Group Name/Class	room	Age Group	Date					
1.								

		Classroom		
		check if present		
<b>IQPPS#</b>	Criteria	1	2	Notes
□ 1.7 Required CP CO	Teaching staff counter potential bias and discrimination by:			
□ 2.7 CP CO	The curriculum guides the development of a daily schedule that is predictable yet flexible and responsive to individual needs of the children. The schedule provides time and support for transitions, includes both indoor and outdoor experiences, and is responsive to a child's need to rest or be active.			
□ 2.8	Materials and equipment used to implement the curriculum:			
СР	<ul> <li>reflect the lives of the children and families;</li> <li>reflect the diversity found in society, including gender, age, language, and abilities;</li> <li>provide for children's safety while being appropriately challenging;</li> <li>encourage exploration, experimentation, and discovery;</li> <li>promote action and interaction;</li> <li>are organized to support independent use;</li> <li>are rotated to reflect changing curriculum and accommodate new interests and skill levels;</li> <li>are rich in variety; and,</li> <li>accommodate children's special needs.</li> </ul>			
□ 2.13 CP	Children are provided varied opportunities and materials that support fine- motor development.			
□ 2.14 CO	Children have varied opportunities and are provided equipment to engage in large motor experiences that:  • stimulate a variety of skills;  • enhance sensory-motor integration;  • develop controlled movement (balance, strength, coordination);  • enable children with varying abilities to have large-motor experiences similar to those of their peers;  • range from familiar to new and challenging; and,  • help them learn physical games with rules and structure.			

		Classroom		
		check if present		
<b>IQPPS</b> #	Criteria	1	2	Notes
□ 2.17 CP	Children have varied opportunities and materials that encourage them to have discussions to solve problems that are interpersonal and those that are related to the physical world.			
☐ 2.18 Required CO	Children are provided varied opportunities and materials that encourage them to engage in discussions with one another.			
□ 2.20 Required CP	<ul> <li>Children have varied opportunities to:</li> <li>be read books in an engaging manner in group or individualized settings at least twice a day in full-day programs and at least once daily in half-day programs;</li> <li>be read to regularly in individualized ways including one-to-one or in small groups of two to six children;</li> <li>explore books on their own and have places that are conducive to quiet enjoyment of books;</li> <li>have access to various types of books including storybooks, factual books, books with rhymes, alphabet books, and wordless books;</li> <li>be read the same book on repeated occasions.</li> <li>retell or re-enact events in storybooks;</li> <li>engage in conversations that help them understand the content of the book;</li> <li>be assisted in linking books to other aspects of the curriculum; and,</li> </ul>			
□ 2.21 CO	<ul> <li>identify the parts of books and differentiate print from pictures.</li> <li>Children have multiple and varied opportunities to write:</li> <li>writing materials and activities are readily available in art, dramatic play, and other learning centers;</li> <li>various types of writing are supported including scribbling, letter-like marks, and developmental spelling;</li> <li>children have daily opportunities to write or dictate their ideas;</li> <li>children are provided needed assistance in writing the words and messages they are trying to communicate;</li> <li>children are given the support they need to write on their own, including access to the alphabet and to printed words about topics of current interest, both of which are made available at eye level or on laminated cards; and,</li> <li>children see teaching staff model functional use of writing and are helped to discuss the many ways writing is used in daily life.</li> </ul>			

		Classroom check if present		
IQPPS#	Criteria	check if	2	Notes
□ 2.30 CP	All children have opportunities to access technology (e.g. tape recorders, microscopes, computers) that they can use by themselves, collaboratively with their peers, and with teaching staff or a parent.	_		Trotes
□ 2.33 CP CO	Children are provided varied opportunities and materials that encourage good health practices such as serving and feeding themselves, rest, good nutrition, exercise, hand washing, and tooth brushing.			
☐ 2.38 Required CP	Children are provided varied opportunities and materials to build their understanding of diversity in culture, family structure, ability, language, age, and gender in non-stereotypical ways.			
□ 5.7 CO	For children who are unable to use the toilet consistently, the program makes sure that:			
PP	<ul> <li>staff use only commercially available disposable diapers or pull- ups unless the child has a medical reason that does not permit their use (the health provider documents the medical reason);</li> </ul>			
	<ul> <li>for children who require cloth diapers, the diaper has an absorbent inner lining completely contained within an outer covering made of waterproof material that prevents the escape of feces and urine. Both the diaper and the outer covering are changed as a unit;</li> </ul>			
	<ul> <li>cloth diapers and clothing that are soiled by urine or feces are immediately placed in a plastic bag (without rinsing or avoidable handling) and sent home that day for laundering;</li> </ul>			
	<ul> <li>staff check children for signs that diapers or pull-ups are wet or contain feces (a) at least every 2 hours when children are awake and (b) when children awaken;</li> </ul>			
	<ul> <li>diapers are changed when wet or soiled;</li> </ul>			
	<ul> <li>staff change children's diapers or soiled underwear in the designated changing areas and not elsewhere in the facility;</li> </ul>			
	<ul> <li>each changing area is separated by a partial wall or at least three feet from other areas that children use and is used exclusively for one designated group of children. For kindergartners, the program may use an underclothing changing area designated for and used only by this age group;</li> </ul>			
	<ul> <li>at all times, caregivers have a hand on the child when being changed on an elevated surface;</li> </ul>			
IODDC E- :ilia	<ul> <li>in the changing area, staff post and follow changing procedures (as outlined in the Cleaning and Sanitations Frequency Table, p. 51). These procedures are used to evaluate teaching staff who</li> </ul>			

		Classroom check if present		
IQPPS#	Criteria	1	2	Notes
	<ul> <li>change diapers;</li> <li>surfaces used for changing and on which changing materials are placed are not used for other purposes, including temporary placement of other objects, and especially not for any object involved with food or feeding;</li> </ul>			
	<ul> <li>containers that hold soiled diapers and diapering materials have a lid that opens and closes tightly using a hands-free device (e.g.,a step can);</li> <li>containers are kept closed and are not accessible to children;</li> </ul>			
	<ul> <li>and,</li> <li>staff members whose primary function is preparing food do not change diapers until their food preparation duties are completed for the day.</li> </ul>			
□ 5.15	For all children with disabilities who have special feeding needs, program staff keep a daily record documenting the type and quantity of food a child consumes and provide families with that information.			
□ 5.16 CF	For each child with special health care needs or food allergies or special nutrition needs, the child's health provider gives the program an individualized care plan that is prepared in consultation with family members and specialists involved in the child's care. The program protects children with food allergies from contact with the problem food. The program asks families of a child with food allergies to give consent for posting information about that child's food allergy and, if consent is given, then posts that information in the food preparation area and in the areas of the facility the child uses so it is a visual reminder to all those who interact with the child during the program day.			
□ 5.17	Clean sanitary drinking water is made available to children throughout the day.			DHS - IAC 441-109.15(6)a-b
□ 5.18 PP	Liquids and foods that are hotter than 110 degrees Fahrenheit are kept out of children's reach.			
□ 5.20	The program prepares written menus and posts them where families can see them, and has copies available for families. Menus are kept on file for review by a program consultant.			
□ 5.22 PP	The routine frequency of cleaning and sanitizing all surfaces in the facility is as indicated in the Cleaning and Sanitation Frequency Table 1. Ventilation and sanitation, rather than sprays, air freshening chemicals, or deodorizers; control odors in inhabited areas of the facility and in custodial closets.			

		Classroom		
		check if present		
<b>IQPPS</b> #	Criteria	1	2	Notes
□ 9.1 Required CP	<ul> <li>A variety of age and developmentally appropriate materials and equipment are available indoors and outdoors for children throughout the day. This equipment includes:</li> <li>dramatic play equipment;</li> <li>sensory materials such as sand, water, play dough, paint, and blocks;</li> <li>materials that support curriculum goals and objectives in literacy, math, science, social studies, and other content areas; and,</li> <li>gross motor equipment for activities such as pulling up; walking; climbing in, on, and over; moving through, around, and under; pushing; pulling; and riding.</li> </ul>			
□ 9.2	The indoor environment is designed so that staff can supervise children by sight and sound at all times without relying on artificial monitoring devices. In semiprivate areas, it is always possible for both children and adults to be observed by an adult from outside the area.			DHS - IAC 441-109.12(4)
□ 9.4 CO	<ul> <li>Indoor space is designed and arranged to:         <ul> <li>accommodate children individually, in small groups, and in a large group;</li> <li>divide space into areas that are supplied with materials organized in a manner to support children's play and learning;</li> <li>provide semiprivate areas where children can play or work alone or with a friend; and,</li> <li>provide children with disabilities full access (making adaptations as necessary) to the curriculum and activities in the indoor space.</li> </ul> </li> </ul>			DHS - IAC 441-109.12(1), 109.12(3)
□ 9.5 CP CO	Outdoor play areas, designed with equipment that is age and developmentally appropriate and that is located in clearly defined spaces with semiprivate areas where children can play alone or with a friend, accommodate:  • motor experiences such as running, climbing, balancing, riding, jumping, crawling, scooting, or swinging;  • activities such as dramatic play, block building, manipulative play, or art activities; and  • exploration of the natural environment, including a variety of natural materials such as nonpoisonous plants, shrubs, and trees.  The program makes adaptations so children with disabilities can fully participate in the outdoor curriculum and activities.			

		Classroom check if present		
IQPPS#	Criteria	1	2	Notes
□ 9.6 Required	Program staff provide for an outdoor play area that is protected by fences or by natural barriers to prevent access to streets and to avoid other dangers, such as pits, water hazards, or wells.	1	2	Trotes
□ 9.7	The outdoor play area is arranged so that staff can supervise children by sight and sound.			
□ 9.11 PP	The routine frequency of cleaning and sanitation in the facility is carried out as indicated in the Cleaning and Sanitation Frequency Table. Staff clean and sanitize toilet seats, toilet handles, toilet bowls, doorknobs, or cubicle handles and floors either daily or immediately if visibly soiled. Staff clean and sanitize potty chairs, if in use, after each child's use.			
□ 9.12 Required PP	Program staff protect children and adults from hazards, including electrical shock, burns or scalding, slipping, tripping, or falling. Floor coverings are secured to keep staff and children from tripping or slipping. The program excludes baby walkers.			DHS - IAC 441-109.11(3)
□ 9.13 Required PP	Fully equipped first-aid kits are readily available and maintained for each group of children. Staff take at least one kit to the outdoor play areas as well as on field trips and outings away from the site.			DHS - IAC 441-109.10(9)
☐ 9.14 Required PP	Fully working fire extinguishers and fire alarms are installed in each classroom and are tagged and serviced annually. Fully working carbon monoxide detectors are installed in each classroom and are tagged and serviced annually. Smoke detectors, fire alarms and carbon monoxide detectors are tested monthly, and a written log of testing dates and battery changes is maintained and available.			
☐ 9.15 Required	Any body of water, including swimming pools, built-in wading pools, ponds, and irrigation ditches, is enclosed by a fence at least four feet in height, with any gates childproofed to prevent entry by unattended children. To prevent drowning accidents, staff supervise all children by sight and sound in all areas with access to water in tubs, pails, and water tables.			
□ 9.18 PP	All rooms that children use are heated, cooled, and ventilated to maintain room temperature and humidity level. The maintenance staff or contractor certifies that facility systems are maintained in compliance with national standards for facility use by children.			DHS - IAC 441-109.11(7)
□ 9.19 Required PP	The facility and outdoor play areas are entirely smoke free. No smoking is permitted in the presence of children.			All - IAC 641—153; DHS - IAC 441-109.10.(11)

		Classroom check if present		
<b>IQPPS</b> #	Criteria	1	2	Notes
□ 10.10 PP	The program has written procedures that outline the health and safety information to be collected from families and to be maintained on file for each child in one central location within the facility. The files are kept current by updating as needed, but at least quarterly. The content of the file is confidential, but is immediately available to:			DHS - IAC 441-109.9(2), 109.9(3),109.10(1),Confidentiality required
	<ul> <li>administrators or teaching staff who have consent from a parent or legal guardian for access to records;</li> </ul>			
	<ul> <li>the child's parents or legal guardian; and,</li> </ul>			
	<ul> <li>regulatory authorities, upon request.</li> </ul>			
□ 10.13 PP	The program has written and posted disaster preparedness and emergency evacuation policies and procedures. Procedures designate an appropriate person to assume authority and take action in an emergency when the administrator is not on site.  The procedures include:			DHS - IAC 441-109.10(15), 109.4(2)b
	<ul> <li>plans that designate how and when to either shelter in place or evacuate and that specify a location for the evacuation;</li> </ul>			
	<ul> <li>plans for handling lost or missing children, security threats, utility failure, and natural disasters;</li> </ul>			
	<ul> <li>arrangements for emergency transport and escort from the program; and,</li> </ul>			
	<ul> <li>monthly practice of evacuation procedures with yearly practice of other emergency procedures.</li> </ul>			